

Tompkins Builders Inc. Mentoring Program

- 1) The Mentoring Program is derived from the Contractor's College.
- 2) Mentoring is available for the following areas:

Business Development

- Use Business Development for company profitability and long-term growth
- Roles and responsibility of Business Development personnel
- Marketing / Sales
- Joint Ventures

Pre-construction Services

- Understand client's needs
- Provide accurate cost projections
- Evaluate contractual risks
- Value Engineering
- Constructability
- Conceptual Estimates
- Risk Analysis

Estimating

- Know the project: logistics, schedule and contract terms
- Perform quantity take-offs
- Develop subcontractor scope sheets
- Develop estimate utilizing cost models and historical cost references
- Submit bid on time
- Know labor requirements
- Post bid review
- Post project review
- Qualifications/Assumptions
- General conditions estimates
- Include cost for proper staffing

Purchasing

- Participate in "Hand-Off" (information transferred from Estimating Dept. to Purchasing/Operations)
- Buyout work at or under budget
- Writing sub scopes
- Contract document check-off
- Reporting analysis
- Purchasing bust options